

IT Management and Infrastructure Consolidation Team Charter

I. Problem Statement

NWS IT management does not take advantage of modern IT management capabilities and standards based infrastructure resulting in excessive cost, extended outages, and duplication of capabilities.

II. Goals and Objectives

Overall assessment and business case for six IT components: Wide area network, Network operations center, Web infrastructure, Desktop management, IT Security and Centralized procurement. Develop Business Case, Implementation Plan to include Transition Risk Assessment and Acquisition Plans for these six areas. The follow-on implementation must be completed within 18 months.

Cost effective - measure: cost avoidance/reinvestment
Expandable & extensible design exploiting technological advances
Single infrastructure for operations and all other IT
Enterprise IT Configuration Management and Infrastructure
IT sensitive to NWS CONOPS
Security integral to system design
Standards based IT design
Responsive to field needs
24/7 system wide monitoring and support

III. Scope

What's In:

- Wide area network
- Network operations center
- Web Infrastructure (e.g. content mgt system, web farms)
- Desktop management
- IT Security
- Centralized procurement

What's out:

- Operations Application programs
- Supercomputing
- NEXRAD, ASOS, UA, CRS, AWIPS (except for data stream)
- Web content/development
- GIS content/

IV. Roles and Responsibilities

Director:

- Chair reports directly to Director.
- All major problems will be resolved here if not before.
- Final approval authority for charge, charter and team output.
- Maintains 51% of Board voting authority.

- Maintaining communication of progress w/ NOAA as appropriate.

Corporate Board:

- Remains intellectually engaged with Tiger Teams.
- Advisory role maintained mainly through the Team Champions.
- Available to team chairs for advice and/or resources if called upon.
- If first level supervisor to a team member, role is limited to advisor and to fully support (resources) as necessary.
- Upon delivery, role is to review/advise on delivery.

Champion:

- First Board level support to team chair and team.
- Liaison between Corporate Board and team chair.
- Help ensure resources are provided as necessary.
- Role limited to supporting/advising and enabling the team, not managing or directing
- Ensure three team's efforts are integrated.

Chair:

- Responsible for the Team, and final deliverables.
- Reports to the Director at pre-set intervals, between as necessary.
- Seeks advice from Champion.
- Communicates to the Board through the Champion, and through pre-set briefings.
- Ensure three team's efforts are integrated.
- Provides deliverables as scheduled.
- Solicits input from the field using COM office or other means.
- Has this task as their number 1 priority.

Tiger Team:

- Report to Chair.
- Works as a team with Chair to develop all deliverables.
- Has this task as their number 1 priority.

V. Key Objectives and Timeline

Conduct an overall assessment and business case for the six IT components. Develop the Business Case, Implementation Plan to include Transition Risk Assessment and the Acquisition Plan for these six areas. Produce a draft plan by November 15, 2005, and brief the Corporate Board by December 1, 2005. The final plan will be completed December 16. The team will be dissolved after successful presentation of the plan and the implementation phase will initiated.

Network infrastructure

- Move to NOAANet as soon as possible
- Uniform network equipment and configuration (including LAN) across all offices to make network management easier
- High availability, remove all single-points-of-failure (defined as a single point that is connected to multiple end-point networks, e.g., a regional hub and spoke network)
- Flexible to accommodate any operational concept (including high bandwidth applications such as GIS, TDWR, 1min ASOS, model output, satellite data)

- Select the best value solution

Network management

- One focal point for network management down to the LANs in individual offices
- High security
- Web infrastructure
- Best value
- Robust
- High availability
- Easy to manage

Security

- As much automation as possible, low labor solutions (e.g., security managed from a single source)
- High security

Desktop/system admin

- Push security patches and software updates from a single source
- Provide helpdesk support from one source

Procurement

- Systems with standard configurations to enhance security make system management easier
- Take advantage of mass buys